



*Test and Evaluation*

**TEST PILOT SCHOOL (PA)**

This instruction implements AFD 99-1. It defines authority for the US Air Force Test Pilot School (TPS). It outlines the supervision, operation, and administration of the school's:

- Mission.
- Course instruction.
- Eligibility requirements.
- Application procedures.
- Selection process.
- English language requirements for allied students.
- Flying Evaluation Board (FEB) procedures.
- Faculty Board procedures.

Apply these instructions to HQ Air Force Manpower and Personnel Center (AFMPC) and Air Force Materiel Command (AFMC), which support the TPS and its mission.

The Privacy Act of 1974 applies to these instructions. You can find the authority to collect and maintain these records in Title 10, United States Code, Section 8012 and Executive Order (EO) 9397. You must include a Privacy Act Statement with each required form affected by the Privacy Act. System of Records Number F168 AF SG A applies.

**SUMMARY OF CHANGES**

This initial publication of AFI 99-107 aligns with AFD 99-1.

**Paragraph**

US Air Force TPS Mission.....	1
Administrative Responsibilities.....	2
Courses of Instruction.....	3
Application Procedures.....	4
Assigning Officers to the US Air Force TPS.....	5
Training Non-US Air Force Individuals.....	6
TPS Graduation Awards.....	7
Assigning Graduates.....	8
US Naval Test Pilot School (USNTPS) Program.....	9
Foreign TPS.....	10
Failure To Meet School Standards.....	11

**Prescribed Forms**

AF Form 1711, USAF Test Pilot School Application .....	4
AF Form 1712, Special Flying Program Recommendation .....	4

**Page**

**Figure**

1. Eligibility Requirements for Courses .....	2
---	---

**Page**

**Attachments**

1. Sample AF Form 1711, USAF Test Pilot School Application .....	9
2. Format for Resume of Flying Experience.....	10

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3. Statement of Medical Qualification, Applicant On Flying Status .....	11
4. Statement of Medical Qualification, Applicant Not On Flying Status .....	12
5. Sample AF Form 1712, Special Flying Program Recommendation.....	13

**1. US Air Force TPS Mission.** The US Air Force TPS educates and trains test pilots, navigators, and engineers to fully test and evaluate aerospace vehicles and their systems. These yield technical information on the suitability and performance of subsystems, and determine: flight characteristics, performance, stability and control, and mission capability. TPS is a center of expertise for Air Force flight test theory and techniques, and helps Air Force agencies update military specifications and flight test standards. TPS gives school and flight test center professionals the opportunity to exchange ideas and information.

## **2. Administrative Responsibilities:**

### **2.1. HQ AFMPC/DPMROYS:**

- Maintains applications.
- Determines eligibility (see figure 1).
- Convenes a selection board annually to select Air Force officers and US Air Force civilian employees.
- Assigns Air Force pilots, navigators, and engineers to TPS.
- Coordinates special training for TPS graduates en route to their next assignment.

Course	TAFCS (at class entry)	Education	Experience (note)	Physical Qualification	Clearance
Test Pilot	Jan class- Fewer than 10 years	BS in Engineering, Mathematics, or Physics. (Some physical science degrees will be considered on a case-by-case basis).	On extended active duty and not in suspended flying status: Pilots and heavy aircraft navigators have at least 1000 hours total time, fighter navigators 500 hours total time, excluding student time.  Pilots must have served at least 1 year as aircraft commander	Annual Flying Class II	Secret
Navigator	Jun Class- Fewer than 10 years 3 mos				
Flight Test Engineer	Fewer than 8 years		On extended active duty with a minimum of two years experience in a 26XX or 28XX AFSC	Annual Flying Class III	

**NOTE:** For the purposes of TPS eligibility, a multiengine aircraft is an aircraft with two or more engines (non-centerline thrust) and a maximum operating weight greater than 50,000 pounds. U-2/TR-1 aircraft experience is acceptable in the multiengine category.

**Figure 1. Eligibility Requirements for Courses.**

### **2.2. HQ AFMC/CC:**

- Appoints the TPS Commandant. (This authority may be delegated to the Commander, Air Force Flight Test Center [AFFTC], Edwards AFB CA.)
- Operates and supervises TPS according to HQ USAF policies.
- Reviews the TPS faculty board or FEB proceedings of students recommended for elimination.
- Reviews and approves the TPS curriculum.
- Selects students, including eligible individuals who are not US Air Force officers or US Air Force civilian employees. At least 18 months

before the proposed class entry date, provides the educational and flying backgrounds of prospective foreign students to the TPS for screening.

- Appoints an AFMC representative to advise the TPS selection board.

### 2.3. AFFTC/CC:

- Discharges responsibilities delegated by the AFMC Commander.
- Supervises the TPS.
- Directs curriculum updates to include the latest flight test philosophy and methods.
- Reviews each report of faculty board proceedings for completeness, compliance with standards, clarity, and legality.
- Approves faculty board findings and recommendations according to AFCAT 36-2223, *USAF Formal Schools*.
- Convenes FEBs according to AFI 11-402, *Aviation and Parachutist Service* (formerly AFR 60-13).
- Reviews each FEB report for legality, then forwards related comments and recommendations.
- Makes sure that newly selected primary and alternate student candidates meet medical standards for flying Class II or Class III.
- Budgets and funds the tuition costs of US Air Force students attending foreign test pilot schools.

### 2.4. TPS/Commandant:

- Operates the TPS.
- Oversees all flying training, academic instruction, budgeting, and curriculum administration.
- Conducts an annual curriculum review and submits it to HQ AFMC/DO for approval by 30 April.
- Reviews the educational and flying backgrounds of prospective foreign and civilian students to determine their suitability. Sends the recommendations to HQ AFMC/DO, AFSAT/TO, and SAF/IAD at least 12 months before the proposed class entry date.
- Advises students of their progress, and makes sure students making unsatisfactory progress get private counseling.
- Maintains records of enrollment and achievement for all students.
- Issues a diploma to each graduate.
- Writes each US military officer an Officer Performance Report (OPR). Adds the course to the professional specialty course list for each US Air Force graduate.
- Suspends students from training when they don't meet training standards, become medically unqualified, or request elimination.
- Convenes a faculty board (per AFI 36-2202, *Managing and Conducting Military Training* [formerly AFRs 4-66, 8-13, 50-1, 50-9, 50-12, 50-19, 50-22, 50-23, 50-38, 50-42, 50-44, and 50-54]) or FEB (per AFI 11-402).
- Cancels a student's status if the faculty board or FEB recommendation to eliminate the student is approved.

## 3. Courses of Instruction:

**3.1. Curriculum.** The curriculum consists of three closely related courses: experimental test pilot, flight test navigator, and flight test engineer. Together, these courses train selected personnel in the latest methods of testing and evaluating aerospace vehicles, and related systems. (See AFCAT 36-2223 for description of curriculum.)

### 3.2. Additional TPS Eligibility Requirements:

**3.2.1.** All applicants must meet eligibility requirements (except flying time) before requesting admission. They must have engineering degrees accredited by the Accreditation Board for Engineering and Technology (ABET). Technology degrees are not acceptable.

**3.2.2.** Pilot and navigator applicants must have a current flying Class II physical on file. They can apply before they meet the minimum flying hour requirements if they will have the minimum flying time before the beginning of class.

**3.2.3.** Flight test engineer applicants do not normally need a physical or physical training until after selection board results are released. They must have a 28XX or 26XX Air Force specialty code (AFSC) to qualify for engineering experience.

**3.2.4.** Air Force civilian personnel and nonrated officers can apply for the Flight Test Engineer Course.

**3.2.5.** International students require a SECRET clearance. SAF/IAD maintains the Disclosure Delegation Letter (DDL).

### 3.3. Bars to Eligibility:

**3.3.1.** Officers eliminated from any Air Force or military formal flying training program in their present rated category are ineligible for TPS.

**3.3.2.** Navigators eliminated from US Air Force Undergraduate Pilot Training (UPT) and *engineers* eliminated from UPT or Undergraduate Navigator Training (UNT) are eligible, unless they left these programs voluntarily, that is, by self-initiated elimination (SIE).

**3.3.3.** Applicants who did not finish any US Government-funded, full-time education or training program due to substandard performance or SIE (except as noted above) are not eligible for the TPS. The US Air Force TPS and AFMPC can eliminate any candidate who shows indications of substandard performance after becoming a TPS candidate, but before starting training.

**3.4. Joint AFIT and TPS Program.** Air Force officers eligible for TPS can volunteer for a joint AFIT and TPS program leading to a Master of Science (MS) in Aeronautical Engineering. The selected officers enter AFIT in September for a special program, followed by entering the regular US Air Force TPS curriculum in January, 15 months later. AFIT graduate courses stress aircraft analysis, design, and development. In TPS, the student develops a comprehensive test program using test aircraft and facilities to gather essential data for a thesis.

## 4. Application Procedures:

### 4.1. Preparing Applications:

**4.1.1.** All applicants prepare AF Form 1711, **USAF Test Pilot School Application** (attachment 1). They attach:

- Certified transcript of all college credits.

- A resume of flying experience, if applicable (see attachment 2 format).
  - A statement of qualification for flying duty, prepared on an AF Form 1042, **Medical Recommendation for Flying or Special Operational Duty** (see attachments 3 and 4 for format).
- 4.1.2. US Air Force pilot and navigator applicants also:
- Attach a certified true copy of AF Form 942, **Record of Evaluation**.
  - Attach copies of all AF Forms 8, **Certificate of Aircrew Qualification**, from their Flight Evaluation Folders.
  - Include a narrative that summarizes their operational flying experience, including:
    - Upgrade dates to aircraft commander, instructor, and evaluator.
    - Specialty qualifications.
    - Any other significant related military flying experience and activities.
    - Professional accomplishments and honors.
    - Why the applicant wants to be a test pilot or test navigator.
- 4.1.3. Flight test engineer applicants also include a narrative that summarizes:
- Technical experience.
  - Test experience.
  - Any engineering-related activities.
  - Professional accomplishment and honors.
  - Their career goals in flight testing.
- 4.1.4. Civilian applicants also:
- Provide copies of all performance evaluations and an official photograph.
  - Include a narrative that summarizes:
    - Technical experience.
    - Test experience.
    - Any engineering-related activities.
    - Professional accomplishments and honors.
    - Their career goals in flight testing.
- 4.2. **AF Form 1712, Special Flying Program Recommendation (Attachment 5):**
- 4.2.1. All applicants obtain at least one completed AF Form 1712 from their supervisor. Applicants can also have two additional AF Forms 1712 prepared by officers who know the applicant's flying and technical ability firsthand.
- 4.2.2. Pilot and navigator applicants must have their immediate supervisor complete this form. The supervisor should know the applicant's flying ability, technical ability, and professional competence firsthand. In filling out the form, do not exceed the limits of space provided for remarks, nor attach documents (such as separate letters of recommendation). If the applicant's current supervisor does not know the applicant's flying ability firsthand, an officer who supervised the applicant in a rated position during the previous 3 years can give an additional recommendation. These recommendations must minimally contain an evaluation of the officer's:
- Piloting skill.
  - Crew member performance.
  - Experience.
  - Technical competence.
  - Energy and determination in flying, including ability and willingness to do precision flying according to predetermined flight plans.
  - Judgment, patience, adaptability, and responsibility.
  - Ability to analyze problems.
  - Interest in research or experimental test work.
  - Ability, after further training, to decide issues of development, testing, and suitability for future Air Force aerospace systems.
- 4.2.3. Flight test engineer applicants must have their military supervisor fill out the form. The military supervisor must know the applicant's technical ability and professional competence firsthand. The recommendation should include information on the applicant's:
- Experience and professional competence.
  - Energy, determination, and effectiveness in assigned duties.
  - Judgment, patience, adaptability, and responsibility.
  - Ability to analyze problems.
  - Interest in research or experimental test work.
  - Ability, after further training, to decide issues of development, testing, and suitability for future Air Force aerospace systems.
- 4.2.4. Recommending officers submit AF Form 1712 by separate correspondence, directly to Special Flying Programs Section, HQ AFMPC/DPMROY3, 550 C Street West, Suite 31, Randolph AFB TX 78150-4733. A maximum of three recommendations (immediate supervisor plus two others) remain in the applicant's folder for selection board consideration.
- 4.3. **Submitting AF Form 1711:**
- 4.3.1. Applicants submit AF Form 1711 through the formal training unit of their servicing consolidated base personnel office (CBPO).
- 4.3.2. The formal training unit reviews, and sends all applications that meet the eligibility requirements, to Special Flying Programs Section, HQ AFMPC/DPMROY3, 550 C Street West, Suite 31, Randolph AFB TX 78150-4733.
- 4.3.3. HQ AFMPC/DPMROY3 must have the entire application package no later than 45 days before the board convenes. The board does not consider late applications but holds them for future boards, if the officer is still eligible. HQ AFMPC obtains from HQ AFISC a flight record computer summary for each rated applicant. The selection board consists of representatives from HQ AFMPC, TPS, and using organizations. The selection board:
- Chooses students based on their academic performance, technical and flying credentials, recommendations, and career performance.
  - Meets at HQ AFMPC each year (usually in January or February) to select primary and alternate candidates for the next two TPS classes.
  - Selects students for the joint AFIT and US Air Force TPS program in aeronautical engineering, US Air Force students for Navy TPS, and students for exchange with foreign test pilot schools.
- 4.3.4. Applicants must keep their applications up to date. They must send annual update information to the TPS

selection board at least 45 days before the board convenes. The applicant submits update information directly to HQ AFMPC/DPMROY3. The yearly update includes:

- New AF Form 1711.
- New AF Form 1712 from the immediate supervisor.
- New certified copy of AF Form 942.
- Certified copies of all AF Forms 8 since the last update (for pilot and navigator applicants).
- College transcripts or grade reports for any other education acquired.

4.3.5. Before sending applications to the board, HQ AFMPC determines the TPS availability for all applicants. After HQ AFMPC releases the application to the board, the selection board considers an applicant for TPS until:

- The board selects the applicant.
- The applicant voluntarily withdraws the application.
- The board exceeds the maximum Total Active Federal Commissioned Service (TAFCS) specified in figure 1.
- The applicant does not update the application within the 10 months preceding the TPS selection board date.

**NOTE:** AFMPC/DPMROY3 retains ineligible applications for 1 year and then destroys according to AFMAN 37-139, *Records Disposition--Standards* (formerly AFR 4-20, volume 2).

4.3.6. Applicants can forward questions about their applications to HQ AFMPC/DPMROY3 or the TPS application officer, US Air Force Test Pilot School, Student Training Division, USAFTPS/EDP, 220 South Wolfe Avenue, Edwards AFB CA 93524-6485.

## 5. Assigning Officers to the US Air Force TPS:

### 5.1. Notification to Major Commands (MAJCOM).

HQ AFMPC tells MAJCOMs which officers are selected for training at least 120 days before the class starts. The MAJCOMs issue orders reassigning selected officers to AFFTC according to AFI 37-128, *Administrative Orders* (PA) (formerly AFR 10-7) and AFCAT 36-2223. For information on the AFIT class start date, contact: Admissions Directorate, AFIT/RR 2950 P Street, Wright-Patterson AFB OH 45433-7765.

5.2. **Flight Training Before Reporting.** Pilot candidates must qualify in fixed-wing aircraft before they report for TPS training. They should complete at least 20 hours flight in these aircraft during the 90-day period immediately before they start TPS. MAJCOMs provide this flight experience to candidates using available resources.

5.3. **Evaluation and Temporary Duty.** The TPS assigns 10 days of temporary duty (TDY) at Edwards AFB CA to all officers selected for the experimental test pilot course at US Air Force TPS, US Naval Test Pilot School (USNTPS), and foreign TPSs. During this period, the TPS evaluates candidates on their adaptability to the flight test environment.

5.3.1. The Air Force activity to which the prospective student is assigned assumes the TDY costs, unless he or she is assigned to UPT fixed-wing conversion training. In that case, the gaining organization assumes the TDY cost.

The student can carry excess baggage for professional flying gear during this TDY.

5.3.2. Pilots must successfully complete the flight evaluation before permanent change of station (PCS). HQ AFMPC/DPMROM will cancel the assignment to TPS of any student who does not successfully complete the flight evaluation. Such officers are permanently ineligible for further consideration to TPS. USAFTPS/ED coordinates evaluation scheduling. USAFTPS/ED notifies losing CBPO and HQ AFMPC/DPMROM each pilot's evaluation status (info HQ AFMPC/DPMROY3).

5.4. **Foreign TPS Assignment.** Officers who will attend foreign TPS receive an additional 20 days TDY at Edwards AFB CA during the 60 days before they leave for PCS. US Air Force TPS funds this TDY.

5.5. **Helicopter Pilot Candidates.** These candidates must be qualified in rotary-wing aircraft when they report for training. They must complete at least 20 hours of flight in these aircraft in the 90 days before they report to the USNTPS. This applies to all students except those reporting to USNTPS from UPT fixed-wing transition training. MAJCOMs provide this flight experience to candidates using available resources.

5.6. **Flight Test Engineer Candidates.** Any candidates not previously on flying status take an initial flying Class III physical. Candidates immediately report any medical event that might impact their medical qualification for flying duties to 650 Med Gp/SGP. TPS dismisses any officer who cannot meet the medical requirements.

## 6. Training Non-US Air Force Individuals:

6.1. **Other US Service Branches.** USNTPS selects US Navy and US Marine Corps personnel to attend the US Air Force TPS. It sends the information to USAFTPS/EDP.

6.2. **Civilians.** AFMC/DOP can grant a limited number of training positions in the TPS to US Air Force civilians, Federal agencies, and allied nations. Applicants other than US Air Force officers must prepare applications according to paragraph 4 of this instruction, and submit them as described below.

6.2.1. **US Air Force Civilian Applicants.** The local organizational commander and the civilian personnel office (CPO) process the application. The application should explain why the position the applicant will hold after graduation requires a TPS graduate. Officials providing recommendations to candidates should submit AF Form 1712, by separate correspondence, directly to HQ AFMPC/DPMROY3. Start the application process least 18 months before the training date.

- The local CPO forwards all applications that meet eligibility requirements of figure 1 to the applicant's MAJCOM CPO. After reviewing each application to determine its validity, MAJCOM CPOs forward approved applications to HQ AFMPC/DPMROY3.
- The AFMPC selection board reviews civilian applications using the same standards as they do for military engineer applicants. They select the best qualified engineers. HQ AFMPC notifies candidates and their servicing CPOs.

- The student's sponsoring organization funds the individual's civilian pay and all other associated costs.
- HQ AFMPC/DPMROY3 returns applications of civilians that they do not select. The applicant can reapply if, at that time, he or she still meets all eligibility requirements.

6.2.2. **Other Federal Agency Applicants.** Process applications for other Federal agency applicants through the local organizational executive-level supervisor. Submit these applications directly to AFMC/DOP. AFMC/DOP reviews the application, and sends copies to the US Air Force TPS to determine the applicant's suitability for TPS training. The student's sponsoring organization must pay all costs associated with this training.

6.2.3. **Applicants From Allied Nations.** Applicants should apply at least 18 months before they want to start training. This period allows time to review applications, allocate training slots, and schedule necessary English language courses. Sponsoring countries must translate applications into English before submitting them. Send applications to AFSAT/TO, 2021 First Drive West, Randolph AFB TX 78150-4302.

6.3. **Funding for Non-US Air Force Students.** The following guidelines determine funding:

- Other US Services. Nonreimbursable (reciprocal agreements apply).
- Other US Agencies. Fully reimbursable to include military pay at standard rates.
- Allied Nations. Course costs for allied students are reimbursable at four different rates depending on the eligibility of the country.
  - Foreign Military Sales (FMS). Fully reimbursable to include military pay at advanced rates.
  - North Atlantic Treaty Organization (NATO). Same as FMS except that the asset use charge and any indirect costs are excluded.
  - International Military Education Training (IMET). Funded as a grant on an incremental cost basis. Excludes military pay, military retirement, unfunded civilian retirement, and the asset use charge.
  - FMS IMET. Same as IMET, but includes military pay charges. Provided for IMET-eligible countries but costs are paid by the country and not through grant aid.

#### 6.4. **English-Language Requirements for Students From Allied Nations:**

6.4.1. All TPS students must be able to effectively use the English language.

- Non-English speaking foreign countries must test students for English-language skills before TPS selects them, unless the Secretary of Defense grants an exemption from in-country testing.
- Use the Defense Language Institute English Language Center (DLIELC) English Comprehension Level (ECL) screening test to screen applicants.
- Administer ECL testing according to DLIELC Instruction 1025.7, *Planning and Programming Security Assistance English Language Training*,

August 27, 1993, and DLIELC Instruction 1025.15, *English Comprehension Level (ECL) Test Guidelines*, August 15, 1993. Copies are available from DLIELC, Lackland AFB TX 78236-5000.

6.4.2. The sponsoring country ensures that:

- Any candidate selected for TPS who achieves less than 85 ECL must attend English-language training at DLIELC, according to the duration tables in DLIELC Instruction 1025.7.
- Any student who achieves 85 ECL or above on the screening test attends 9 weeks of specialized English flying terminology language training at DLIELC.

6.4.3. DLIEC re-examines incoming students to confirm their in-country ECL score. If a student qualifies with an 85 ECL, DLIEC puts that student into the specialized flying terminology course.

6.4.4. The Commandant, US Air Force TPS, has exclusive authority to waive ECL language training. To receive a waiver, the applicant's country must submit the request with the original TPS application, including a justification for such waiver.

#### 7. **TPS Graduation Awards.** The TPS Commandant:

- Presents the Liethen-Tittle Award to the test pilot graduate with the best overall record for outstanding performance and academic excellence.
- Presents the R.L. Jones Award to the outstanding flight test engineer or navigator graduate with the best overall record for outstanding performance and academic excellence.
- Designates distinguished graduates for each class.

8. **Assigning Graduates.** US Air Force officer TPS graduates represent a highly trained critical resource. A strong personnel management program controls their use as graduates of a specialized flying school.

- Graduates receive a 5-year commitment to the Air Force, according to AFI 36-2107, *Active Duty Service Commitments* (formerly AFRs 36-51, 36-94, and 39-18) with a directed duty assignment to a flight test vacancy as an active test flyer in developmental test and evaluation, or another position that uses the training.
- Air Force requirements determine future assignments after the initial directed duty assignment.
- Air Force civilians assume the positions for which they received TPS training.

9. **US Naval Test Pilot School (USNTPS) Program.** The Air Force sends a limited number of fixed-wing, and all rotary-wing aircraft test pilot students, to the USNTPS, NAS Patuxent River MD. The TPS selection board picks students from the pool of applicants for US Air Force TPS to fill the Air Force quotas at this school. Eligibility requirements are the same as for US Air Force TPS.

- The USNTPS syllabus includes fixed- and rotary-wing aircraft. A selected student without fixed-

wing aircraft experience attends UPT fixed-wing conversion training before attending USNTPS.

- Each Air Force student attending the USNTPS must complete an accredited water survival course. Each student must pass a US Navy Class B swimmers' course while at the USNTPS. The Navy swimmers' course requires the applicant to swim 200 yards, using four types of strokes, and to swim 20 yards underwater.

**10. Foreign TPS.** Opportunities periodically occur allowing students to take their test training at the Empire Test Pilot School in the United Kingdom or the French TPS (EPNER) in Istres, France. Applicants volunteering for foreign TPS should indicate as much on their applications. They should also specify whether or not they speak French, and if they are willing to take French-language training.

## **11. Failure To Meet School Standards:**

**11.1. Process Overview.** Because the TPS maintains stringent eligibility requirements and uses a thorough selection process, most students successfully complete the training. When a student fails, applicable boards (see paragraph 11.2) convene, except when a rated student requests an FEB waiver under AFI 11-402. Either way, the school suspends the student from further training.

### **11.2. TPS Board Procedures:**

**11.2.1. FEB Proceedings.** FEBs review pending dismissals of US Air Force rated students from the test pilot or navigator course (except when waived) for reasons of flying proficiency or deficiency. The school convenes FEBs according to AFI 11-402, with the following restrictions:

- Voting members must include at least three disinterested officers who hold a 2865 AFSC.
- At least one voting member must be a TPS staff member.
- The board can include additional voting members with 2865 or 2875 AFSCs.

**11.2.2. Faculty Boards.** The Faculty Board considers proficiency, deficiency, and elimination of students who are not US Air Force rated from the experimental test pilot, flight test engineer, and navigator courses. TPS conducts faculty board proceedings according to AFI 36-2202, with additional requirements as indicated in the following paragraphs.

**11.2.2.1. Faculty Board Membership.** All members of the Faculty Board must be senior in rank to the student whose case is before it. Board membership must include:

- At least three disinterested officers (with a 2865 or 2875 AFSC) in an active aviation service code.
- At least one staff member.
- Optionally, additional TPS graduate members with 28XX AFSCs.

**11.2.2.2. Faculty Board Proceedings.** A student has the right to military legal counsel.

- A court reporter records proceedings verbatim, or in enough detail to use the resulting notes as the basis of a report.
- The TPS Commandant adds comments and recommendations, then sends the proceedings to the AFFTC for review and approval.
- After the AFFTC staff judge advocate performs a legal review of the proceedings, the AFFTC reviewing and approving authority approves or disapproves the findings and directs the action to take.
  - If the AFFTC approving authority directs reinstatement, the report needs no further processing.
  - If the AFFTC approving authority directs dismissal, the report goes to HQ AFMC/MP for US Air Force students (both military and civilian), and to SAF/AQQC for non-US Air Force students (both military and civilian). Process Board proceedings according to AFCAT 36-2223. Send an information copy of the transmittal letter to HQ AFMC/DO.

### **11.2.3. Common Board Proceedings:**

**11.2.3.1.** When a student requests voluntary elimination from TPS, the proceedings of related FEBs or faculty boards are not subject to the review requirements of AFI 51-602, *Boards of Officers* (formerly AFR 11-31).

**11.2.3.2.** When Board proceedings form the basis of further administrative action, or inquire into the conduct, efficiency, fitness, or financial liability of the student as a member of the Air Force, such proceedings must meet all requirements of AFI 51-602.

**11.2.3.3.** Dispose of Board proceedings documents according to AFMAN 37-139

HOWARD W. LEAF, Lt General, USAF (Retired)  
Director of Test and Evaluation

# SAMPLE AF FORM 1711, USAF TEST PILOT SCHOOL APPLICATION

USAF TEST PILOT SCHOOL APPLICATION			
<b>AUTHORITY:</b> 10 U.S.C. 8012 AND E.O. 9397 <b>PRINCIPAL PURPOSE:</b> Required for officers to apply for advanced flight training. SSAN is required to show positive identification of applicant relative to other personnel records. <b>ROUTINE USES:</b> To determine if the applicant meets course prerequisites and eligibility criteria. <b>DISCLOSURE IS VOLUNTARY:</b> Failure to provide the information will deny the individual an opportunity to seek and attend the course he or she may be qualified for. Failure to provide SSAN may delay or hinder action on an individual's request.			
<b>1. NAME (Last, First, Middle Initial)</b> Doe, John M.		<b>2. GRADE</b> Capt	<b>3. SSAN</b> 123-45-6789
<b>5. ORGANIZATION AND DUTY STATION</b> 1 Fighter Wg, Langley AFB VA		<b>6. DUTY PHONE</b> 574-5411	<b>4. TAFCSO</b> 6 Jun 85
<b>7. AERO RATING</b> Sr Pilot		<b>8. DAFSC</b> K1115M	
<b>9. TYPE OF TRAINING DESIRED</b> <input type="checkbox"/> TEST PILOT <input type="checkbox"/> TEST NAV <input type="checkbox"/> TEST ENGR		<b>10. ARE YOU A VOLUNTEER FOR THE JOINT AFIT/TPS EDUCATION PROGRAM?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>11. ARE YOU OR HAVE YOU EVER BEEN QUALIFIED IN A FOREIGN LANGUAGE?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO		<b>11A. WHAT LANGUAGE?</b> N/A	<b>11B. WHEN?</b> N/A
<b>12. ARE YOU A VOLUNTEER FOR FOREIGN TRAINING?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO		<b>13. ARE YOU A VOLUNTEER FOR FRENCH LANGUAGE SCHOOL?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>14. HAVE YOU EVER BEEN ELIMINATED FROM, OR FAILED TO COMPLETE, A MILITARY FLYING COURSE OR A GOVERNMENT FUNDED EDUCATION PROGRAM?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO   (If "Yes" give course/program and date(s) and reason for elimination.)			
<b>15. EDUCATIONAL BACKGROUND</b> (Colleges attended, degree(s), and year awarded, honors)  U.S. Air Force Academy, B.S. Electrical Engineering, 1976			
<b>16. NARRATIVE</b>  This section should contain as a minimum a brief of operational and/or engineering experience to include any honors and the reasons for desiring a career as a test pilot, test navigator or flight test engineer. Narrative should be contained in the space provided.  <div>Attachments</div> <div>1. Certified college transcripts (all colleges attended)</div> <div>2. Resume of flying experience (use AFI 99-107 attachment 2 format, rated officers only)</div> <div>3. Statement of medical qualification (use AFI 99-107 attachment 3 or attachment 4 format as appropriate)</div> <div>4. True copies of AF Form 8 (rated officers only)</div> <div>5. True copy of AF Form 942 (rated officers only)</div> <div>6. Performance reports and 8X10 black and white photograph (US Air Force civilians only)</div>			
<b>17. SIGNATURE OF APPLICANT</b>			<b>18. DATE</b>

AF FORM 1711  
JUN 83

**Figure A1.1. Sample AF Form 1711, USAF Test Pilot School Application.**

### FORMAT FOR RESUME OF FLYING EXPERIENCE



NAME: \_\_\_\_\_


AS OF: \_\_\_\_\_

Mission Category	Type	Date of Initial Aircraft Commander Qualification in This Type Aircraft (N/A for Navigators)	Hours flown as Aircraft Commander (N/A for Navigators)	Hours (Total)
Fighter:	A-10 F-15 F-16, etc.			
Trainer/ Utility:	T-33 C-12 C-21, etc. (Do not include UPT/UNT student time.)			
Bomber/ Tanker/ Airlift:	B-52 B-1 B-2 KC-135 C-130, etc.			
Helicopter:	UH-1 H-53, etc.			

Total Flying Time:

**NOTE:** Flying time logged while piloting nonmilitary aircraft may be added here as a remark, format optional.      Civilian      ratings      held      may      also      be      listed.


STATEMENT OF MEDICAL QUALIFICATION, APPLICANT ON FLYING STATUS

<b>MEDICAL RECOMMENDATION FOR FLYING OR SPECIAL OPERATIONAL DUTY</b> <i>(This Form is Subject to the Privacy Act of 1974 - Use blanket PAS DD Form 2005)</i>							
TO: (HOSM/Unit Scheduling Officer) or (Commander/Duty Section)			FROM:			DATE	
NAME (Last, First, Middle Initial)				GRADE		SSN	
RATING/FLYING OR SPECIAL OPERATIONAL DUTY		ASC	ACTIVE FLYING		ORGANIZATION		MAJCOM
			YES	NO			
THE ABOVE INDIVIDUAL HAS BEEN FOUND (Check appropriate boxes):							
<input type="checkbox"/> MEDICALLY RESTRICTED FROM FLYING OR SPECIAL OPERATIONAL DUTY (DNIF)							
<input type="checkbox"/> MEDICALLY CLEARED FOR FLYING OR SPECIAL OPERATIONAL DUTY FOLLOWING AN ILLNESS OR INJURY							
<input type="checkbox"/> MEDICALLY CLEARED FOR FLYING DUTY FOLLOWING:							
<input type="checkbox"/> INITIAL MEDICAL EXAMINATION		<input type="checkbox"/> PERIODIC MEDICAL EXAMINATION		<input type="checkbox"/> INITIAL CLEARANCE (This Base)		<input type="checkbox"/> AIRCRAFT MISHAP	
<input type="checkbox"/> REQUIRED TO WEAR VISION CORRECTION DEVICES WHILE PERFORMING FLYING OR SPECIAL OPERATIONAL DUTY							
<input type="checkbox"/> RATED OFFICER: ILLNESS OR INJURY WILL NOT BE RESOLVED WITHIN 180 DAYS							
<input type="checkbox"/> NONRATED OFFICER OR ENLISTED PERSONNEL: ILLNESS OR INJURY WILL NOT BE RESOLVED WITHIN 90 DAYS							
ACTUAL DATE FOUND DNIF		ESTIMATED DURATION OF DNIF		ACTUAL DATE FOUND MEDICALLY CLEARED		TOTAL DAYS DNIF THIS ILLNESS/INJURY	
REMARKS							
<p align="center"><b>STATEMENT OF MEDICAL QUALIFICATION FOR FLYING DUTY FOR USAF TPS PILOT, NAVIGATOR, OR FLIGHT TEST ENGINEER APPLICANTS CURRENTLY ON FLYING STATUS</b></p> <p>1. Based on a review of outpatient Medical records and personal interview, I find that (Grade/Name) _____ (has/has not) had a significant change in (his/her) medical or surgical history since (his/her) last flight physical examination, (Date) _____, which would medically disqualify (him/her) for continued flying duty. Class (II/III)</p> <p>_____ Flight Surgeon's Initials</p> <p>2. I certify that the information regarding my health, supplied to the flight surgeon whose signature appears on this form, is true and complete to the best of my knowledge.</p> <p>_____ USAF TPS Applicant's Initials</p>							
DATE MEDICAL CLEARANCE EXPIRES				MEDICAL EXAMINATION MAY BE ACCOMPLISHED IN THE MONTH AND YEAR INDICATED: 			
TYPED OR PRINTED NAME AND GRADE OF FLIGHT SURGEON				SIGNATURE			
				DATE			
I CERTIFY that I have been notified and understand the above actions and recommendations.							
I <input type="checkbox"/> DO <input type="checkbox"/> DO NOT wear contact lenses while performing flying or special operational duty.							
SIGNATURE OF FLYER OR INDIVIDUAL						DATE	

AF FORM 1042, FEB 92

Figure A3.1. Statement of Medical Qualification, Applicant on Flying Status.

## STATEMENT OF MEDICAL QUALIFICATION, APPLICANT NOT ON FLYING STATUS

MEDICAL RECOMMENDATION FOR FLYING OR SPECIAL OPERATIONAL DUTY (This Form is Subject to the Privacy Act of 1974 - Use blanket PAS DD Form 2005)							
TO: (HOSM/Unit Scheduling Officer) or (Commander/Duty Section)			FROM:			DATE	
NAME (Last, First, Middle Initial)				GRADE		SSN	
RATING/FLYING OR SPECIAL OPERATIONAL DUTY		ASC	ACTIVE FLYING		ORGANIZATION		MAJCOM
			YES	NO			
THE ABOVE INDIVIDUAL HAS BEEN FOUND (Check appropriate boxes):							
<input type="checkbox"/> MEDICALLY RESTRICTED FROM FLYING OR SPECIAL OPERATIONAL DUTY (DNIF)							
<input type="checkbox"/> MEDICALLY CLEARED FOR FLYING OR SPECIAL OPERATIONAL DUTY FOLLOWING AN ILLNESS OR INJURY							
<input type="checkbox"/> MEDICALLY CLEARED FOR FLYING DUTY FOLLOWING:							
<input type="checkbox"/>	INITIAL MEDICAL EXAMINATION	<input type="checkbox"/>	PERIODIC MEDICAL EXAMINATION	<input type="checkbox"/>	INITIAL CLEARANCE (This Base)	<input type="checkbox"/>	AIRCRAFT MISHAP
<input type="checkbox"/> REQUIRED TO WEAR VISION CORRECTION DEVICES WHILE PERFORMING FLYING OR SPECIAL OPERATIONAL DUTY							
<input type="checkbox"/> RATED OFFICER: ILLNESS OR INJURY WILL NOT BE RESOLVED WITHIN 180 DAYS							
<input type="checkbox"/> NONRATED OFFICER OR ENLISTED PERSONNEL: ILLNESS OR INJURY WILL NOT BE RESOLVED WITHIN 90 DAYS							
ACTUAL DATE FOUND DNIF		ESTIMATED DURATION OF DNIF		ACTUAL DATE FOUND MEDICALLY CLEARED		TOTAL DAYS DNIF THIS ILLNESS/INJURY	
REMARKS							
<p align="center"><b>STATEMENT OF MEDICAL QUALIFICATION FOR FLYING DUTY FOR USAF TPS ENGINEER APPLICANTS NOT CURRENTLY ON FLYING STATUS</b></p> <p>1. Based on a review of outpatient Medical records and personal interview, I find that (Grade/Name) _____ (has/has not) had a significant change in (his/her) medical or surgical history since (his/her) last flight physical examination, (Date) _____, which would medically disqualify (him/her) for continued flying duty, Class (II,III).</p> <p>_____ Flight Surgeon's Initials</p> <p>2. I certify that the information regarding my health, supplied to the flight surgeon whose signature appears on this form, is true and complete to the best of my knowledge.</p> <p>_____ USAF TPS Applicant's Initials</p>							
DATE MEDICAL CLEARANCE EXPIRES				MEDICAL EXAMINATION MAY BE ACCOMPLISHED IN THE MONTH AND YEAR INDICATED: 			
TYPED OR PRINTED NAME AND GRADE OF FLIGHT SURGEON				SIGNATURE			
				DATE			
I CERTIFY that I have been notified and understand the above actions and recommendations.							
I <input type="checkbox"/> DO <input type="checkbox"/> DO NOT wear contact lenses while performing flying or special operational duty.							
SIGNATURE OF FLYER OR INDIVIDUAL						DATE	

AF FORM 1042, FEB 92

Figure A4.1. Statement of Medical Qualification, Applicant Not on Flying Status.

## SAMPLE AF FORM 1712, SPECIAL FLYING PROGRAM RECOMMENDATION

SPECIAL FLYING PROGRAM RECOMMENDATION		
<p><b>AUTHORITY:</b> 10 U.S.C. 8012 AND E.O. 9397</p> <p><b>PRINCIPAL PURPOSE:</b> Required for officers to apply for advanced flight training. SSAN is required to show positive identification of applicant relative to other personnel records.</p> <p><b>ROUTINE USES:</b> To determine if the applicant meets course prerequisites and eligibility criteria.</p> <p><b>DISCLOSURE IS VOLUNTARY:</b> Failure to provide the information will deny the individual an opportunity to seek and attend the course he or she may be qualified for. Failure to provide SSAN may delay or hinder action on an individual's request.</p>		
NAME AND GRADE OF APPLICANT	SSAN	ORGANIZATION
Doe, John M.	123-45-6789	1 Fighter Wing
PROGRAM		DATE
Test Pilot (or Test Navigator/Flight Test Engineer)		5 Sep 94
REMARKS		
<p><u>For Pilot or Navigator Applicants</u></p> <p>a. Comment on piloting skill and/or crewmember performance, experience, and technical competence; energy and determination in performing flying duties, including ability and willingness to do precision flying according to predetermined flight plans; judgement, patience, adaptability, and responsibility; ability to analyze problems; and interest in research or experimental work.</p> <p>b. Ability, after further training, to make important decisions on the development, testing and suitability of future Air Force aerospace systems.</p> <p><u>For Flight Test Engineer Applicants</u></p> <p>a. Comment on the experience and professional competence, energy, determination, and effectiveness in performing assigned duties; judgement, patience, adaptability, and responsibility; ability to analyze problems; and interest in research or experimental test work.</p> <p>b. Ability, after further training to make important decisions on the development, testing and suitability of future Air Force aerospace systems.</p>		
NAME AND GRADE OF RECOMMENDING OFFICIAL	DUTY TITLE AND ORGANIZATION	SIGNATURE
John D. Smith, Lt Col, USAF	Chief, Stan/Eval, 1 Fighter Wg	

AF FORM 1712  
JUN 83

Figure A5.1. Sample AF Form 1712, Special Flying Program Recommendation.